

**DEVELOPMENT REVIEW COMMITTEE  
MEETING MINUTES  
MAY 19, 2004**

DRC Members present: David McDevitt, Development Services Director  
Tony Park, Public Works Director  
Cherie Bryant, TLCPD Land Use Planning Division Manager

Meeting called to order by David McDevitt at 10:05am.

**Dalton Subdivision (fka Sperry Residence):** This project was elevated to a Type B site and development plan due to the subject parcel being part of a previous Limited Partition Subdivision. The applicant is proposing to subdivide 23 acres into two parcels with one eleven acre lot and one twelve acre lot. This parcel is located in the Rural zoning district, Rural Future Land Use Designation, and is outside the Urban Service Area. Ryan Culpepper, Planner II, gave a summary of the staff report, and recommended approval with the condition that the applicant obtain a utility service plan approval from Talquin Electric Cooperative prior to final site plan approval. There were no additional conditions from Public Works, the Planning Department, or Environmental Compliance. Mr. Park made a motion to approve the Dalton Subdivision site plan with the condition of obtaining a utility service plan approval. Ms. Bryant seconded the motion. All were in favor and motion passed.

**Southland Tower Road Warehouses Phase II:** This project is reviewed as a Type C Site and Development Plan, due to its location in the Lake Protection zoning district, and therefore will require Board approval. The applicant is proposing to construct a 6,000 square foot office building for minor retail and office activities for Phase II of a warehouse development. Phase I is located in the Light Industrial (M-1) zoning district, while Phase II is located in the Lake Protection (LP) zoning district. Office uses are allowed as special exception uses in the Lake Protection zoning district. Ryan Culpepper, Planner II, gave a summary of the staff report, and recommended approval with the following conditions:

1. Prior to final approval, the proposed site and development plan shall be modified to address the following issues:
  - a. On Sheet C-2, please modify the plan to include a note that states the two parking spaces on the south side of the parking area (near the zoning line) are part of Phase II.
  - b. On Sheet C-2, please modify the plan to include a note that states that the changes to the parking area on the front of the eastern-most warehouse building are part of Phase II.
  - c. Modify Sheet C-2 of the site plan to include a 20' front perimeter landscape area along the eastern property boundary adjacent to Capital Circle NW.
  - d. Modify Sheet C-2 of the site plan to include a Type "B" buffer along the southern property boundary within the Phase II development adjacent to the property to the south.

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- e. Modify Sheet C-2 of the site plan to revise note #3. This note should read "Parking requirements for Phase II are based on one space per 300 SF of office area (per Chapter 10, Leon County Land Development Regulations). Should the specific use of the office building differ from this relationship, a Permitted Use Verification will be required. Modification to this site plan may also be required."
2. A utility service plan must be approved prior to final site plan approval.
3. The site and development plan application shall be revised to remove labeling indicating that the area that is the subject of this application will allow "Commercial Warehouse" land use.
4. The site and development plan application shall be revised to illustrate the provision of sidewalks along at least one side of Tower Road (to connect to existing sidewalk facilities) and adjacent to the Capital Circle right-of-way. This requirement may be further modified to meet the specifications or requirements of the Department of Public Works.

Environmental Compliance comments: A conservation easement must be recorded (with Leon County as grantee) that encumbers the area on the subject lot designated as "Natural Area/Conservation Easement" on Sheet C-2 and C-3 of the plan set. This conservation easement must be accepted by the Board and recorded prior to issuance of any Certificate of Occupancy.

Planning Department comments: The Planning Department had concerns over the labeling on the site plan that indicates the area will allow "Commercial Warehouse" land use and requested that the site plan be revised to illustrate the provision of sidewalks along at least one side of Tower Road and adjacent to the Capital Circle right-of-way, which have already been incorporated into the above listed conditions.

Public Works comments: Sheet C-2 states pedestrian access at building frontage, but parking is shown in the back of the building. Therefore, Mr. Park requested the site plan be revised to show pedestrian access from the back of the building to the front. Also requested was curb dimensions to be shown and to show the proposed sidewalks on the revised site plan.

Mr. Park made a motion to recommend to the Board of County Commissioners approval with the above mentioned conditions (1-4) and the two additional conditions listed above as noted by Mr. Park of Public Works, at the June 8, 2004 meeting. Ms. Bryant seconded the motion. All were in favor and motion passed.

Meeting adjourned at 10:20am.